

Read instructions before completing form

FIS 0324 (11/06) Office of Financial & Insurance Services

HMO Open Enrollment Disclosure

Name of HMO

NAIC Group number and Co. code

The Office of Financial and Insurance Services provides HMO open enrollment information on the OFIS website from this web page:

http://www.michigan.gov/documents/hmo_enrl_25290_7.html

Use this form to initiate or update your HMO's annual open enrollment information. Find your HMO's current open enrollment information on the table at the web address above.

1. Update "HMO and Date of Original License" as necessary:

Enter information only if it needs to be updated on the OFIS website.

HMO Name:

URL (web address) to HMO website (HMO name will be the text for the link):

HMO member services phone number:

2. Update column titled "Individual Open Enrollment Dates"

Does HMO hold its open enrollment during the same month each year?

☐ Yes ☐ No

List enrollment dates and effective dates:
(OFIS may need to reformat your information for fit and consistency)

3. If none of the HMO's information changed, check this box ☐, fill in contact information below and file form.

Contact person for this form

Date sent to OFIS

Contact person phone number

Contact person email address

Authority: MCL500.438. Failure to properly file this form annually before the due date may result in a fine or action involving the HMO's Michigan certificate of authority.

Filing is required for:
All Commercial HMOs

2007

DUE
March 1, 2007

MCLA 500.3537 requires an HMO, after the initial 24 months of operation, to have an open enrollment of not less than 30 days at least once during each consecutive 12-month period.

Return completed form to OFIS

By mail to:

OFIS Supervisory Affairs &
Insurance Monitoring
PO Box 30220
Lansing MI 48909-7720

By delivery to:

OFIS Supervisory Affairs &
Insurance Monitoring
611 W. Ottawa St.
Lansing MI 48933

By email to:

mcrzepe@michigan.gov

By fax to:

517-241-4610



Michigan Department of Labor & Economic Growth

Visit OFIS online at: www.michigan.gov/ofis Phone OFIS toll-free at: 1-877-999-6442

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